

REQUEST FOR PROPOSAL

Architectural and Engineering Services for Schematic Design of Improvements at Lawrence Dumont Stadium

The City of Wichita is requesting proposals from qualified Architectural firms to provide professional services for improvements at Lawrence Dumont Stadium located at 300 S. Sycamore in Wichita, Kansas.

Background

Lawrence Dumont Stadium is an historic baseball stadium and home to the Wichita Wranglers, a AA affiliate team for the Kansas City Royals and a member of the Texas League. The Stadium is one of the oldest facilities for professional baseball still in use in the United States, and its old-school charm as a sports venue plays an important role in the entertainment portion of the quality of life in Wichita.

Considerable work has been done over the years to update the Stadium and keep it functionally current with the newer ballparks commonly found elsewhere. The most recent such project was completed in 2002. However, there is an ongoing need for additional work to be done in other areas of the facility as efforts continue to meet the needs of the both the players and the fans and to enhance their experience of participating in baseball at Lawrence Dumont Stadium.

Additional Information

Current priorities at Lawrence Dumont Stadium are focused on three particular needs.

- The artificial turf on the playing field is in need of replacement.
- The concessions stands are limited in their ability to prepare and serve food, and they need to be renovated to bring them up to current standards.
- The dugouts are too small and need to be enlarged to bring them up to current standards.

It is the desire of the City that the turf replacement be accomplished between the 2006 and 2007 baseball seasons. It is also desired that the concession stand and dugout modifications be accomplished between either the 2006 and 2007 seasons or between the 2007 and 2008 seasons, depending on funding availability. However, before construction documents can be prepared, bids taken and the work contracted, a budget must be prepared to use is getting funds appropriated.

The purpose of this RFP is to identify a team including architectural, mechanical, electrical and other professionals (CONSULTANTS) qualified to study the existing facility, develop an appropriate schematic design for the three areas of the Stadium listed, and develop a separate budget for each of the three areas based on that schematic design.

The City will use CONSULTANTS' cost estimates to develop a project budget and identify all necessary funding prior to obtaining City Council approval. A supplemental agreement will then be negotiated with the CONSULTANTS for the completion of design, development of construction documents, and professional services during the bidding and construction phases.

All CONSULTANTS responding to this RFP shall understand that free and unlimited access to Lawrence Dumont Stadium will not be available without prior arrangements. The Stadium staff will make all reasonable efforts to accommodate CONSULTANTS' needs to visit the facility during the preparation of responses to this RFP and later during the course of the work.

Project Requirements for the Selected CONSULTANT

The selected CONSULTANTS shall:

1. Perform a detailed analysis of the three items listed to be reviewed in the Scope of Work and develop preliminary design concepts appropriate for resolving the issues associated with them.
2. Meet with City and Wichita Baseball representatives and present the CONSULTANTS' preliminary design concepts as listed in Item 1 above. Assist the City and Wichita Baseball representatives in developing a list of priorities and a Final Scope of Work to be included in the Schematic Design including work to be included as alternates if so decided.
3. Complete Schematic Design phase and develop a cost estimate based on that Schematic Design.
4. Present the following to the City:
 - Schematic Design drawings for all the work included in the final Scope of Work
 - Cost Estimate based on the Schematic Design including any alternates
 - Estimated fee for completing the design, bid documents, bidding and contract administration phases. Assume that the work will be bid with several major add-alternates. Include estimated fees for CONSULTANTS' full time representation on the jobsite during critical phases of the work if that is believed to be necessary. The City reserves the right to further negotiate the fee with the selected CONSULTANTS to assure that the fee accurately reflects the work required once the final project scope and funding is determined.
 - Estimated time for completing the design and bid document phases.

Scope of Work Included in this RFP

The selected CONSULTANT team shall use the following list to guide their efforts in complying with the Project Requirements as listed above:

Turf Replacement:

1. Evaluate currently available artificial turf systems for estimated total cost of the turf including costs for subgrade preparation and turf installation. Also evaluate turf durability and ease of maintenance, expected service life, appearance, playability, and any other factors that may be important for consideration in selecting the turf system to be used.
2. Present information developed in Step 1 above to City and Wichita Baseball representatives for their use in selecting the turf system to be used in restoring the playing field..
3. Develop a schematic plan and budget for the replacement of all artificial turf in the Stadium based on the selection made by City and Wichita Baseball representatives in Step 2 above.

Concession Stand Remodeling:

1. Evaluate the current concession stands, the products being sold, utilities serving the concession stands, and opportunities to enlarge or modify the concession stands within the physical limitations of the existing facility.
2. Develop menu scenarios that might be appropriate for remodeled concession stands based on what is working well in comparable venues, and develop preliminary designs for any remodeling of the facility that would be required to accommodate those menu scenarios.

3. Present information developed in Steps 1 & 2 above to City and Wichita Baseball representatives for their use in selecting the concepts to be used in remodeling the concession stands.
4. Develop a schematic plan and budget for the remodeling of the concession stands based on the selection made by City and Wichita Baseball representatives in Step 3 above.

Dugout Remodeling

1. Evaluate the current dugouts and opportunities to enlarge or modify them within the physical limitations of the existing facility. Pay particular attention to underground utilities, storm drains etc. in the area that may be impacted by the work.
2. Develop preliminary designs for enlarged dugouts that would be comparable to dugouts used in newer minor league professional baseball facilities, that would meet the expectations of Wichita Baseball, and that would work within the physical limitations of the existing Stadium.
3. Present information developed in Steps 1 & 2 above to City and Wichita Baseball representatives for their use in selecting the concepts to be used in remodeling the dugouts.
4. Develop a schematic plan and budget for the remodeling of the dugouts based on the selection made by City and Wichita Baseball representatives in Step 3 above.

Requirements for CONSULTANTS' Response to this RFP

Each CONSULTANTS' proposal response shall be in letter format and shall contain the information listed below. **DO NOT INCLUDE ADDITIONAL PROMOTIONAL MATERIALS.**

1. The name, address, and telephone number of the lead firm and the name of the contact person for this project.
2. The name, address, and telephone number for all other firms included as consultants, and a statement of their role in this project.
3. A listing of each participating firm's experience with work similar to what will be included in this project.
4. Names of the key people who will be personally involved in the work on this project and a listing of their personal experience with comparable projects.
5. A maximum "cost not to exceed" for the scope of work described in this RFP which includes all billable fees for services provided through completion of the Schematic Design and Cost Estimate plus reimbursable expenses at 110% of actual cost.
6. A listing of hourly fees proposed to be charged if the City decides to expand the scope of work associated with the Schematic Design. The City reserves the right to renegotiate fees for expanded services, if and when the City decides to proceed with additional services.
7. A statement of the CONSULTANTS' ability to meet Insurance requirements as set forth by the State of Kansas and the City of Wichita

Selection Process

The selection process shall be based on the qualifications and applicable experience of those firms submitting proposals. Final selection will be made following review and ranking of the proposals by the Staff Screening and Selection Committee. To assist in making a selection, interviews may or may not be conducted at the discretion of the City. If interviews are conducted, the City may interview part or all of the respondents. The City reserves the right to reject all proposals.

SUBCONTRACTING/JOINT VENTURES

Vendors are encouraged to consider subcontracting portions of the contract to disadvantaged and emerging businesses and women-owned businesses. A joint venture between two or more vendors is wholly acceptable if it serves the best interests of the City of Wichita. If this is done, the names of the proposed subcontracting vendors must be clearly identified in the proposal. Following an award of the contract, no additional subcontracting will be permitted without the express prior written consent of the City of Wichita. The firm receiving the contract award will be responsible for any work of such subcontractors and sign the contract with the City of Wichita.

DISADVANTAGED AND EMERGING BUSINESS PARTICIPATION ENCOURAGEMENT

The City of Wichita encourages all bidders to include disadvantaged and emerging business participation in their proposals. Therefore, each vendor shall specifically identify the participation of disadvantaged and emerging contractors and subcontractors in the work to be performed by the vendor and shall list such disadvantaged and emerging contractors or subcontractors by name and shall show the dollar amount of work to be done by each in the proposal.

The CONSULTANT's shall submit one (1) original and eight (8) copies of the proposal to Melinda Walker, Director of Purchasing, 12th Floor of City Hall, 455 N. Main, Wichita, KS 67202, no later than **3:00 p.m., Monday, October 24, 2005.**

For questions, contact Ed Martin, Building Services Director, at 268-4119.